MINUTES

I. CALL TO ORDER 6:00 p.m.
Trustee Walt Glines called the meeting to order at 6:02 p.m.

1. Roll Call
   Trustees: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci and
   Laura Perry

2. Comments from the Public
   No comments.

3. Recess to Closed Session
   Walt Glines identified the closed session items to be discussed. The Board recessed to closed
   session at 6:04 p.m.

II. OPEN SESSION 7:00 p.m.
1. Call to Order
   Walt Glines called the meeting to order at 7:00 p.m.

2. Roll Call
   Trustees: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Walt Glines, Lois Locci,
   Laura Perry, and Adrian Lopez (student trustee)

   Dr. Steven Kinsella, Superintendent/President
   Dr. Kathleen Rose, Executive Vice President, Instructional Services
   Kathleen Moberg, Vice President, Student Services
   Frederick E. Harris, Vice President, Administrative Services
   Bea Lawn, Academic Senate
   Lucy Olivares, Professional Staff
   Nancy Bailey, Recorder
   Others in Attendance: Dr. Jeanne Gobalet (Lapkoff & Gobalet Demographic Research, Inc.),
   Denise Apuzzo, Bonnie Donovan, Connie Campos, Carol McEwan-Suarez, Diane Stone,
   Shawn Mulcare, Douglas Marshall, Natalia Cordoba-Velasquez, Kendra Ketchu, Veronica
   Martinez, Fran Lozano, Susan Sweeney, Ron Hannon, Wade Ellis, David DiDenti, Eric
   Ramones, Eduardo Cervantes, Sherrean Carr, Anne Ratto, Jan Bernstein Chargin, Jeronimo
   Garcia-Juarez and Lucy Navarro
3. Pledge of Allegiance
   The Pledge of Allegiance was led by Mark Dover.

4. Report of any Action Taken in Closed Session
   Walt Glines reported that the Board members voted unanimously to approve the resignation
   agreement with classified employee #011403.
   MSC (L. Perry/K. Child)
   Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry,
   and Walt Glines; 0 Noes: 0 Absent.

5. Approval of Agenda
   MSC (K. Child/L. Perry)
   Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry,
   and Walt Glines; 0 Noes: 0 Absent; Student Trustee Adrian Lopez, advisory vote of aye to
   approve.

6. Consent Agenda
   (a) Regular Meeting of the Board of Trustees Minutes, September 8, 2015, Board Facilities
       Development and Utilization Committee Meeting Minutes, August 11, 2015, Board Budget
       Community Meeting Notes, August 11, 2015, and Retirement Board Minutes, September
       30, 2015
   (b) Personnel Actions
   (c) Warrants and electronic transfers drawn on District Funds
   (d) Payroll Warrants drawn on District Funds
   (e) Ratification of Agreements
   MSC (T. Breen/L. Perry)
   Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry,
   and Walt Glines; 0 Noes: 0 Absent; Student Trustee Adrian Lopez, advisory vote of aye to
   approve.

7. Comments from the Public
   Douglas Marshall, Chair of the Gavilan College Education Foundation, reported that the
   organization is moving forward on landmark fundraisers and asked for the support and
   participation of the board and the Gavilan community.
   Denise Apuzzo, President of CSEA, stated that the union has worked collaboratively with the
   district but now have the need to lodge a complaint. She outlined the timeline for the
   classification study which began November 2014 and included several missing report
   deadlines. She requested that the district find a resolution for completing the work and
   delivering the report.

8. Officers’ Reports
   (a) Vice Presidents
       Fred Harris – reported that a free FEMA training on school violence and the active shooter
       will; be held on campus on October 23rd.

       Kathleen Moberg – reported two GECA instructors, Ms. Carne and Ms. Wood, received
       the Texas Instruments STEM Teaching Award in Santa Clara County. She reported that
       753 students attended the Health Faire. A flu clinic is scheduled for November 2 – 3.
       Kathleen Moberg said Transfer Day is on November 5th with activities planned for the
       week.
Kathleen Rose – reported that Gavilan has been awarded a five (5) year Title V federal grant for $2.6 million. She said this will be an opportunity to continue work from the prior Title V grant and expand work to include Learning Commons activities, distance education and civic engagement pathways. Kathleen Rose announced a retreat that will include all funding sources to review and maximize activities and avoid duplication of effort. She said the Library has had a 30% increase in the use of library services this fall. Kathleen Rose reported that Gavilan instructor Maria Amirkhanian performed at New York’s Carnegie Hall in October.

(b) College President – No report

(c) Academic Senate
Bea Lawn reported that Academic Senate is discussing college hour and would like to propose ways of strengthening it. Departments are currently reviewing and discussing the division reorganization proposal. They will collect feedback and consider the proposal at a November Academic Senate meeting. Bea Lawn said faculty that teach on Fridays would like the School Violence training expanded to another day. Bea announced that she is completing her term as Academic Senate President in December 2015.

(d) Professional Support Staff
Lucy Olivares acknowledged the frustration of CSEA members as a result of the delayed classification study. They continue to update language in the by-laws.

(e) Student Representative
Adrian Lopez reported ASGC continues to support student life and student success. They have been involved in participatory governance on campus, contributed funds to the Health Faire, and had a successful Club Day. He participated in the open house at the Learning Commons Writing Center. Adrian Lopez reported that the library gathered feedback from students on campus, at Morgan Hill and Hollister about library services. He announced a Writing Center tutor jam on October 20 to allow tutors to meet and collaborate on ways they can help students.

(f) Board Member Comments
Kent Child – attended and enjoyed the Spirit Award breakfast in Morgan Hill and a performance of the South Valley Symphony at the Gavilan Theater. Kent Child said the family of Rolf Bruckner was interested in honoring him at the college. Kent Child represented Gavilan at the San Benito County Fair booth. He thanked Karen Warren for the tour of the Learning Commons.
Mark Dover – shared that Bob Nickerson passed away. He was a coach at Gavilan for thirty years.
Tom Breen – represented Gavilan at the San Benito County Fair booth.
Laura Perry – no report.
Lois Locci – was at the San Benito County Fair booth and also attended GECA’s grand opening. She received a tour of the Learning Commons and said it was an excellent environment for students. She will be attending the National ACCT Leadership Congress.
Jonathan Brusco – commended the college for the recent Title V grant and the progress being made on Coyote Valley. He has written several articles about activities at the college in an attempt to inform the public.

(g) Board President
Walt Glines congratulated the college on the Title V grant. He noted that County Express in San Benito County has added a second morning bus to Gavilan due to demand.
attended the Morgan Hill Spirit Awards and noted that Lorraine Welk was in attendance too.

9. Board Committee Reports

Board Self-Evaluation Ad Hoc Committee – Kent Child reported on the Special Board meeting held on October 12 to discuss the self-evaluation results and preliminary discussions on board goals for 2016.

Board Facilities Utilization and Development Committee – Tom Breen said the committee received an update on the facilities projects.

Retirement Board – Mark Dover reported that the district will stay with the balanced funding approach and is about $1.5 million away from being fully funded in the Retiree Health Benefit Plan.

10. Information/Staff Reports

(a) Recognition of the Employee of the Month

Connie Campos has worked at Gavilan for over 20 years and is the district’s Purchasing Agent. Connie is hardworking, dependable, and knowledgeable. This year’s challenge has been the implementation of a new e-procurement system. Connie was instrumental in the quick installation of this system.

Shawn Mulcare and Jeronimo Garcia-Juarez, Media Technicians, are shining stars in customer service at Gavilan. Shawn was a Gavilan student and become an excellent tutor in the Writing Center. He excels in his support of instructors, staff, and students as a media technician and is known for his thoughtfulness and kindness. Jeronimo Garcia-Juarez is a good partner for Shawn in doing media support work. He is an amazing editor. He has a great work ethic.

(b) SLO/PLO Update

Dr. Kathleen Rose said this report is a review of the ongoing work in SLOs at the course and program level. She said the focus is on continuing the work and how we can use evidence to improve and deepen the learning experience for our students.

Karen Warren spoke about the challenge of collecting evidence on student learning and translating it into change. She and Debbie Klein as faculty liaisons are working with others on a plan that will use the financial support from Equity and Title V as leverage, infuse data and then launch teaching initiatives through faculty professional development, reassess efforts, and have an ongoing cycle of improvement. The success of small scale initiatives can be expanded into systemic changes.

(c) 2015-2016 Student Success and Support Program Plan

Kathleen Moberg spoke on the draft plan and said information is still being updated. She said the report is detailed and outlines how the district spent the $976,000 while meeting the mandates. The results of the report will help the district in addressing any gaps in serving students in the upcoming year. With no FY 2015-16 budget allocation from the Chancellor’s Office yet, the budget has been developed using this year’s allocation. Changes will be made when the allocation figure is received. A final report will be provided to the board.

(d) Financial Aid Update
Director of Financial Aid Veronica Martinez provided an update of Gavilan’s cohort default rate for FY 2012 which calculated at 27.9%. She said a consulting firm, EdFinancial, has been hired to conduct intensive default prevention services. The results of these efforts will be reflected in the 2013 calculation. Kathleen Moberg and Steve Kinsella commended Veronica Martinez on her leadership and the Financial Aid staff for their work.

Steve Kinsella added that students are not paying enough back on their loans. He said the challenge is to encourage students to apply for loans and then be successful in school so that they can pay off their debt in the future.

(e) Fall 2015 Student Success Scorecard
Steve Kinsella introduced the district’s new Institutional Researcher Natalia Cordoba-Velasquez who provided and discussed the “Student Success Scorecard” which is a Chancellor’s office report on student performance. She said the college is doing well in “persistence” meaning new students are taking more than 3 consecutive terms. She identified areas that need attention including moving students forward that are taking basic skill courses such as math.

Kathleen Rose said that the successful “boot camp” program is an example of how we can assist students in math. She added that other items to consider are curriculum modifications, creating direct practice for students, and providing supportive lab environments. In response to a question, Kathleen Rose said faculty involvement is best achieved when faculty are working at a practioner level and in focus groups. In response to a question, Kathleen Moberg and Natalia Cordoba-Velasquez said there is an initiative for a common assessment test for students in the community college system.

(f) Candidates for Santa Clara County Committee on School District Organization
This has been provided for informational purposes.

III. ACTION ITEMS
1. Old Business
   (a) Public Hearing on Draft Trustee Area Election Maps
      Walt Glines opened the hearing at 8:20 p.m.

      Public Comment
      Dr. Jeanne Gobalet (Lapkoff & Gobalet Demographic Research, Inc.) reviewed the items that the Board and community members have said are important to the districting plans:
      • Meet the population equality requirements
      • Have three trustee areas with Hispanic Citizen Voting Age Population majorities
      • Respect various communities of interest

      Dr. Gobalet reviewed that 3 draft plans had been prepared in addition to a submitted LULAC/MALDEF Plan 1. A LULAC/MALDEF Plan 2 was submitted on September 8, 2015. Dr. Gobalet reviewed the characteristics of LULAC/MALDEF Plan 2. After reviewing all plans and considering the comments made at the community meetings, board meetings, and public hearings, Dr. Gobalet developed a draft Plan IV.

      The trustees discussed draft Plan IV in detail and felt it had boundaries that were logical and more than met legal requirements.

      Contributions made by the community and community organizations during the redistricting process were acknowledged by the Board.
Public Hearing closed at 9:02 p.m.

MSC (T. Breen/L. Perry) to accept Trustee Areas Draft Plan IV.  
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

Dr. Gobalet was thanked for her work. The Public Information Officer will prepare a press release.

2. New Business
   (a) Curriculum  
MSC (L. Perry/K. Child)
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

(b) EOPS/CalWORKs/CARE Advisory Committee  
MSC (L. Perry/M. Dover)
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

(c) Career Technical Education Advisory Boards  
MSC (T. Breen/L. Perry)
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

(d) Quarterly Financial Status Report, CCFS 311Q at June 30, 2015  
MSC (L. Perry/M. Dover)
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

(e) Revised 15-16 Academic Calendar  
MSC (L. Perry/J. Brusco)
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

(f) Agreement Between Child Development Training Consortium and Gavilan College  
MSC (T. Breen/J. Brusco)
Vote:  7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent;  Student Trustee Adrian Lopez, advisory vote of aye to approve.

(g) Project Inspector Service Agreement with Irick Inspections, Inc.  
MSC (L. Perry/T. Breen)
Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent; Student Trustee Adrian Lopez, advisory vote of aye to approve.

(h) Project Inspector Service Agreements with DFH Inspections, Inc.
MSC (T. Breen/ L. Perry)
Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent; Student Trustee Adrian Lopez, advisory vote of aye to approve.

(i) Consider and Accept Bids for the Coyote Valley Educational Center – Increment #1 Project
MSC (L. Perry/A. Lopez)
Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent; Student Trustee Adrian Lopez, advisory vote of aye to approve.

(j) Geotechnical Service Agreement with Cornerstone Earth Group
MSC (T. Breen/L. Perry)
Vote: 7 Ayes: Tom Breen, Jonathan Brusco, Kent Child, Mark Dover, Lois Locci, Laura Perry, and Walt Glines; 0 Noes: 0 Absent; Student Trustee Adrian Lopez, advisory vote of aye to approve.

IV. CLOSING ITEMS
1. The next regularly scheduled Board meeting is November 10, 2015, Gavilan College, North/South Lounge.

2. Adjournment
   The meeting was adjourned by consensus at 9:09 p.m.